



COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF ENVIRONMENTAL AFFAIRS  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
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Commissioner

*This Letter Was Addressed and Mailed to Owner/Operators of Minor Air Facilities*

Date: May 2, 2006

To: Source Registration Filers for "Minor" Facilities

Re: **Source Registration filing DEFERRED until 2007 for "minor" air facilities**

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Our records show that the above facility is a "minor"<sup>1</sup> air facility and that you are scheduled to submit a Source Registration in 2006 (with 2005 data) for this facility. If you have already submitted your Source Registration forms, you will not be affected by this change and your data is secure with MassDEP. Thank you for working with our new system. If you have not already submitted your Source Registration forms, PLEASE READ ON TO SEE HOW THE SCHEDULE HAS BEEN CHANGED.

For this year only, MassDEP is deferring the filing requirement for "minor" air facilities until 2007 in order to ease the conversion of the Source Registration system to on-line filing. That is, if you have not already done so, you do not need to file Source Registration forms this year. Instead, you can file 2006 data by April 15, 2007 – MassDEP will contact you in 2007 to remind you of your new filing schedule.

MassDEP is deferring the Source Registration for "minor" air facilities as part of an effort to improve the performance of the on-line Source Registration system. To date, MassDEP has received more than 300 Source Registration forms on-line. Unfortunately, many users have encountered significant problems with the performance of the Source Registration forms, including extended wait times for the forms to download, dropped sessions, and corrupt forms. These have caused unacceptable delays and difficulties in on-line filing for Source Registration.

In response, MassDEP is conducting a major diagnostic effort to identify the causes of these problems and will take the necessary steps to eliminate these problems. This effort has already begun; we anticipate that an additional 2-3 months will be required for us to have the system ready for your use.

To allow time for the improvements to be made, we are deferring the filing until next year for "minor" air facilities. This extension applies to **the 2005 reporting year only**. Note that if you file in 2007, you will be filing data for 2006 (not 2005).

While we are upgrading our system, please bear in mind the following:

- ▶ If you have already begun filling out the forms online, you will still be able to use eDEP to file your Source Registration forms.

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<sup>1</sup> For the purpose of this letter, the term 'minor' means a facility required to submit source registration **tri-annually**. The term includes the following: a facility NOT subject to the operating permit program, 310 CMR 7.00: Appendix C; a facility NOT operating under a RES pursuant to 310 CMR 7.02(9); a facility with actual emissions of NOx or VOC LESS than 25 tons per year; a facility NOT subject to a NESHA or a MACT standard defined at 40 CFR Part 61 and Part 63, for which the Department has received delegation from EPA; or NOT a facility required by a condition of a plan approval since January 1, 1990 to file Source Registration annually.

This information is available in alternate format. Call Donald M. Gomes, ADA Coordinator at 617-556-1057. TDD Service - 1-800-298-2207.

DEP on the World Wide Web: <http://www.mass.gov/dep>

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- ▶ While we strongly recommend that you wait until August, you may start new packages of forms in the interim if you find it necessary.
- ▶ Between now and August, you are likely to experience the delays and other problems that previous filers have experienced.
- ▶ MassDEP technical staff who would provide assistance to you are also engaged in the upgrades. You may still contact the Source Registration help desk by e-mail or phone; however, there may be a short delay in getting back to you. We appreciate your patience.
- ▶ If you have already collected your 2005 data and have begun to complete Source Registration forms on-line, you may find it more efficient to complete and submit your Source Registration this year. If you do file this year, you will not have to file again until 2009.
- ▶ Whether you continue to work in eDEP or wait until August, you will not lose any data – the planned eDEP system changes will NOT affect your existing data, or any data that you enter while we are upgrading the system. Note that if you wait until 2007, you will start a new package of forms and report 2006 data (rather than 2005).
- ▶ If you do not file this year, we will contact you again in 2007 to remind you of your new Source Registration schedule.
- ▶ Other eDEP forms have not been affected by these problems and continue to perform well (over 26,000 on-line submissions were received last year).

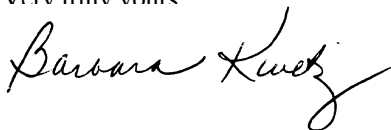
MassDEP will provide regular updates on our progress in upgrading the on-line Source Registration system on our website at <http://www.mass.gov/dep/service/compliance/sr.htm>

If you have specific questions, please email: [air.quality@state.ma.us](mailto:air.quality@state.ma.us)

*Note: this deferral does not affect your compliance fee amount or when you must pay the compliance fee. This also does NOT change the due date for any other reports to MassDEP.*

We appreciate your patience with the new on-line filing system and apologize for any inconvenience.

Very truly yours



Division of Planning and Evaluation  
Bureau of Waste Prevention